



Master Schedule – FY2007

(All times are Central)

July 2006

Date	Time	Item	Comment
(June 15, 2006)		Issuance of Final FY07 budget	Copy of budget must be delivered to Trustee prior to start of the Fiscal Year
July 5	2:00 pm	Monthly Coordination Call	Moved from July 4th
July 14		Draft Customer Invoices due for June	
July 17		Final Customer Invoices due for June	
July 17-19		4 th Quarter operations review visit	
July 19	10:00 am	Monthly Ops meeting/call with CEPS	
July 19	1:00 pm	Monthly Meeting with CEPS	
July 24		Final 4 th Quarter Operations Report due	
July 31		<i>Last day for delivery of CEPS Annual Report</i>	<i>ARMA, Sec. 12.20</i>
July 31		True-up calculations due to customers; budget notification sent to customers	Service Agreement, Sec. 2.7
July 31		<i>Last date for State notice to audit prior fiscal year</i>	<i>Service Agreement, Annex C</i>
July 31		<i>Last date to deliver Certificates of Coverage Ratios to Trustee</i>	<i>Amended Resolution, Sec. 7.14</i>

August 2006

Date	Time	Item	Comment
Aug 1	2:00 pm	Monthly Coordination Call	
Aug 14		Draft Customer Invoices due for July	
Aug 15		Final Customer Invoices due for July	
Aug 16	10:00 am	Monthly Ops meeting/call with CEPS	
Aug 16	1:00 pm	Monthly Meeting with CEPS	
Aug 17	10:00 am	DES Advisory Board Meeting	
Aug 17	12:00 pm	Annual System Services Meeting with CEPS	ARMA, Sec. 17.01
Aug 30		CEPS Annual Settlement Statement due	ARMA, Sec. 14.09
Aug 30		Draft of Fall 2006 Newsletter Due	

September 2006

Date	Time	Item	Comment
Sept 6	2:00 pm	Monthly Coordination Call	
Sept 14		Draft Customer Invoices due for August	
Sept 15		Final Customer Invoices due for August	
Sept 20	10:00 am	Monthly Ops meeting/call with CEPS	
Sept 20	1:00 pm	Monthly Meeting with CEPS	
Sept 30		Publication of Fall 2006 Newsletter	



October 2006

Date	Time	Item	Comment
Oct 3	2:00 pm	Monthly Coordination Call	
Oct 13		Draft Customer Invoices due for Sept	One day early
Oct 16		Final Customer Invoices due for Sept	
Oct 16-18		1 st Quarter operations review visit	
Oct 18	10:00 am	Monthly Ops meeting/call with CEPS	
Oct 18	1:00 pm	Monthly Meeting with CEPS	
Oct 19	8:30 am	Customer Meeting	
Oct 23		Final 1 st Quarter Operations Report due	

November 2006

Date	Time	Item	Comment
Nov 7	2:00 pm	Monthly Coordination Call	
Nov 14		Draft Customer Invoices due for Oct	
Nov 15		Final Customer Invoices due for Oct	
Nov 15	10:00 am	Monthly Ops meeting/call with CEPS	
Nov 15	1:00 pm	Monthly Meeting with CEPS	
Nov 16	10:00 am	DES Advisory Board Meeting	

December 2006

Date	Time	Item	Comment
Dec 5	2:00 pm	Monthly Coordination Call	
Dec 14		Draft Customer Invoices due for Nov	
Dec 15		Final Customer Invoices due for Nov	
Dec 20	10:00 am	Monthly Ops meeting/call with CEPS	
Dec 20	1:00 pm	Monthly Meeting with CEPS	
Dec 27		<i>Last day to submit FY06 DES annual audit to Trustee</i>	<i>Amended Bond Resolution, Sec. 7.18</i>
Dec 31		Preliminary Budget for FY08	For Convention Center and DES Advisory Board

January 2007

Date	Time	Item	Comment
Jan 3	2:00 pm	Monthly Coordination Call	
Jan 12		Draft Customer Invoices due for Dec	Two days early
Jan 15		Final Customer Invoices due for Dec	
Jan 15-17		2 nd Quarter operations review visit	
Jan 17	10:00 am	Monthly Ops meeting/call with CEPS	
Jan 17	1:00 pm	Monthly Meeting with CEPS	
Jan 22		Final 2 nd Quarter Operations Report due	



February 2007

Date	Time	Item	Comment
Feb 6	2:00 pm	Monthly Coordination Call	
Feb 14		Draft Customer Invoices due for Jan	
Feb 15		Final Customer Invoices due for Jan	
Feb 21	10:00 am	Monthly Ops meeting/call with CEPS	
Feb 21	1:00 pm	Monthly Meeting with CEPS	
Feb 12	10:00 am	DES Advisory Board Meeting	Approval of FY08 Budget
Feb 28		Preliminary projections of Metro buildings DES invoices for FY08	

March 2007

Date	Time	Item	Comment
Mar 1		<i>Last day for delivery of CEPS Annual Budget for FY08</i>	<i>ARMA. Sec. 14.08</i>
Mar 1		<i>Update of Bond Continuing Disclosure material due</i>	<i>Official Statement, 2002A Bonds</i>
Mar 6	2:00 pm	Monthly Coordination Call	
Mar 14		Draft Customer Invoices due for Feb	
Mar 15		Final Customer Invoices due for Feb	
Mar 21	10:00 am	Monthly Ops meeting/call with CEPS	
Mar 21	1:00 pm	Monthly Meeting with CEPS	
Mar 22	8:30 am	Customer Meeting	Review FY08 budget
Mar 29 (approx)		Budget meeting with Metro Finance	
Mar 30		Draft of Spring 2007 Newsletter Due	

April 2007

Date	Time	Item	Comment
Apr 1		<i>Last day for delivery of Sales and Marketing Plan and Budget for FY08</i>	<i>ARMA, App. 18</i>
Apr 3	2:00 pm	Monthly Coordination Call	
Apr 13		Draft Customer Invoices due for March	One day early
Apr 16		Final Customer Invoices due for March	
Apr 16-18		3 rd Quarter operations review visit	
Apr 18	10:00 am	Monthly Ops meeting/call with CEPS	
Apr 18	1:00 pm	Monthly Meeting with CEPS	
Apr 23		Final 3 rd Quarter Operations Report due	
Apr 30		Publication of Spring 2007 Newsletter	

May 2007

Date	Time	Item	Comment
May 1	2:00 pm	Monthly Coordination Call	
May 14		Draft Customer Invoices due for April	
May 15		Final Customer Invoices due for April	
May 16	10:00 am	Monthly Ops meeting/call with CEPS	
May 16	1:00 pm	Monthly Meeting with CEPS	
May 17	10:00 am	DES Advisory Board Meeting	



June 2007

Date	Time	Item	Comment
<i>June 1</i>		<i>Last day to deliver insurance certificates for FY08</i>	<i>ARMA, Sec. 19.01</i>
<i>June 1</i>		<i>Last day to submit affidavits for small business firms to be used in FY08</i>	<i>ARMA, App. 7</i>
June 5	2:00 pm	Monthly Coordination Call	
June 14		Draft Customer Invoices due for May	
June 15		Final Customer Invoices due for May	
June 15		Issuance of Final FY08 budget	Copy of budget must be delivered to Trustee prior to start of the Fiscal Year
June 20	10:00 am	Monthly Ops meeting/call with CEPS	
June 20	1:00 pm	Monthly Meeting with CEPS	